

**Minutes  
NWSWD Board of Supervisors Meeting**

**October 4, 2017**

The Board of Supervisors of the Northwest Vermont Solid Waste Management District held their re-scheduled board meeting on Wednesday October 4, 2017 at the District Offices, 158 Morse Drive Georgia, VT at 6:34 PM.

Chairman Al Voegele called the meeting to order at 6:36 PM.

**Supervisors Present:**

Terry Anderson, Isle La Motte  
Dave Bennion, Franklin  
David Clark, Fletcher  
Barry Kade, Montgomery  
Paul Lambert, Georgia  
Leitz, Tom, St. Albans City  
Ben Lowell, Highgate

Jaime Tibbits, Fairfield  
Bill Rowe, So. Hero  
Dave Supernault, Sheldon  
Al Voegele, St. Albans Town

**Supervisors Absent:**

Jennifer Bright, Enosburg  
Tim Green, Richford  
Vincent Hickey, Berkshire  
Amy Mashtare, Alburgh  
Carlo Micheli, Swanton  
James Lintereur, Bakersfield

Jim Richards, No. Hero

**Others Present:**

John Leddy, Executive Director  
Pam Bolster, Business Manager  
Matt Cadieux – NWSWD Truck Driver

**Guests:**

**1) Agenda Review: Approval of PO for New Recycling Bins added to Other Business.**

**2) VOTE: Minutes of the August 4, 2017 Board Meeting:** Mr. Voegele asked for a motion to approve the Aug. 4, 2017 minutes as written. Mr. Supernault made the motion. All were in favor and the motion passed without opposition, three abstentions, Terry Anderson, Dave Clark and Ben Lowell for non-attendance.

**3) Old Business:**

**a) Director's Report:**

Mr. Leddy stated that the Seasonal Flow in Operations is Normal, busy summer but we are seeing drop in material volume in particular North Hero. He noted we are getting ready to ship tubing and ag film.

Discussion of moving ag film and maple tubing.

Mr. Leddy discussed the role of the VT Solid Waste Managers Association in relation to the State's Universal Recycling Law. They are building a consensus on the changes Districts support, are neutral, or are against.

Mr. Leddy discussed the Close the Loop Program telling the board of the new accounts we have set up including Rail City market and Food City.

Mr. Leddy made the board aware of the Districts work on the FY19 budget and that we will plan on having a committee meeting to get their input on our planning. A lengthy discussion ensued regarding organics and drop off site trash collection along with fast trash.

**b) Financial Reports: August / September P&L**

Ms. Bolster reviewed the P&L encompassing August and September of 2017. She discussed the composter sales and the grant that is paying for ½ of the price of composters enabling us to sell some composters at half price. She reviewed surcharge income. Ms. Bolster mentioned that the bond payment Interest and Principal is due in November and she will be transferring funds to cover this payment of a little over 66K. She noted drop off sites are still doing well but has noticed that it is beginning to drop off in traffic as we wind down the season. Ms. Bolster reviewed the outstanding accounts receivable discussing Duffy's, Call to Recycle as well as other smaller outstanding a/r. Discussion ensued. In conclusion Ms. Bolster stated all looks well for our first quarter.

**c) Review FY17 Final Profit and Loss Statement**

Ms. Bolster informed the board that the audit is complete though Fothergill is finishing it up on their end. She stated that it went smooth and the auditors seemed pleased. They were in the office for one day. She stated they stated that they would have it done by years end. We came out with over 44K in surplus. Ms. Bolster asked the board to begin thinking about where the surplus funds should go.

**5) New Business:**

**a) Possible Executive Session: Discussion of Personnel Issue –**  
held to the end of the meeting.

**b) Discussion and Vote: Shall the Board authorize a portion of the FY17 Budget surplus set aside to be included in the Capital Maintenance Fund and Capitol Reserve Fund ?**

Tabled until the November Meeting.

**6) Other Business: Vote: Approval of PO for New Recycling Bins.**

Mr. Leddy asked for approval to expend 6K on New Recycling Bins. The Bins are two gallons larger. Mr. Leddy wished to purchase 1000 bins.

Discussion of price increase occurred. Mr. Rowe made a motion to Approve the purchase of 1000 recycle bins for a total price of \$6,764.54. Terry Anderson Seconded the motion. A roll call vote was taken with all in favor and the motion passed.

**Back to New Business (a).**

**Possible Executive Session to Discuss Personnel Matter that could result in disciplinary action of an employee.**

Mr. Kade made the motion to move to executive session to discuss a personnel matter that could result in disciplinary action. Mr. Supernault seconded the motion. All were in favor and the motion passed. Executive session entered at 8:10. Executive Session ended at 8:26. Mr. Kade made a motion stating that Mr. Leddy apprised the board of a situation with an employee and the board authorized Mr. Leddy to maintain the status quo with that employee until November 10, 2017 in consultation with the chair. Mr. Lambert seconded. All were in favor and the motion passed.

Full Board Adjourned 8:25 PM.